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Annapolis Conservancy Board

January 8, 2015

The Annapolis Conservancy Board (ACB) of the City of Annapolis held its regular meeting on January 8, 2015, at the Roger "Pip" Moyer Recreation Center. **Chair** Jennings called the meeting to order at 5:55pm.

Present: **Chair** Jennings, Hosmer, McFall, Lippert

Absent: Clift

Staff: Savidge-Board Liaison

New ACB members were welcomed. **Chair** Jennings provided a map of the easements and briefly discussed the ACB's main function is managing the acquired easements. There was a brief discussion regarding the ACB Chair discussing with the new Director of Planning and Zoning regarding taking on a review role in the development process. Mr. Savidge discussed some of the information he acquired when attending a Maryland Environmental Trust workshop that he believes will be of value to the ACB so agreed to share them in a future meeting.

II. APPROVAL OF MINUTES

November 13, 2014 Meeting Minutes

Mr. Lippert moved approval of the November 13, 2014 meeting minutes as amended. **Chair** Jennings seconded the motion. The motion passed unanimously in a vote of 2-0. (Hosmer and McFall abstained from voting.)

III. OLD BUSINESS

a. Legal Updates

1. Memorandum of Understanding (MOU) with County- Programmed Open Space Funding

Chair Jennings provided background on the memorandum of understanding for the new members. She explained that a tentative understanding was reached with the previous Recreation and Parks Directors of the County and City however, these both have since changed. Mr. Savidge will be scheduling a meeting with the new Directors to discuss the MOU and members interested in attending should let him know. The ACB asked Mr. Savidge to verify the amount of programmed open space funding the City receives for land acquisition and recreation space as well as any spending restrictions placed on the funding to report at the March 12, 2015 meeting. The status is that the agreement must be signed both the County and City Recreation and Parks Directors.

2. Schubert Property

Chair Jennings described the location of the Schubert property and provided background on the status of the property as well as the described the efforts to get the property owner to transfer the property the City.

3. Vytar Easement

Chair Jennings described the location of the Vytar property and is a City owned parcel. She briefly discussed the effort to provide a trail connection from Truxtun Park through Vytar property up to Madison Avenue for pedestrian access. The next steps are to meet with the Recreation and Parks to determine if they are willing to pursue this as formal trail connection and then with the Housing Authority to determine interest. **Chair** Jennings noted the Spa Creek Conservancy is planning to complete a restoration of Hawkins Cove.

b. Board Vacancies

Chair Jennings reported that there are two vacancies and there are two applications that have been in the Mayor's office. She inquired of Ms. Bierman on the status of these applications and she agreed to let her know. Ms. McFall recommended Ms. Ramirez as a possible Board member.

c. 2014 Easement Inspection Assignments

Chair Jennings noted that the ACB tries to inspect the easement annually. Since there are now new members, she suggested revisiting the easement assignments at the March meeting.

d. Jay Baldwin

Chair Jennings reported that the ACB has been trying to get the City to do something to honor Mr. Baldwin who recently passed. She suggested naming a street end park or bench. Mr. Savidge noted that there are street end parks at the end of Third Street, Sixth Street or Severn Avenue. She plans to contact the Environmental Matters Commission to assist in the effort. Ms. McFall suggested contact Mr. Arnett to sponsor a resolution and Chair Jennings agreed to do so.

e. Hawkins Cove

This agenda item was discussed under the Vytar easement.

f. Site Design Manual

Chair Jennings noted that Mr. Savidge at the last meeting suggested some wording changes to the Planning and Zoning (P&Z) site design manual. Mr. Savidge reported that P&Z has a site design manual for applicants and developers that have recommendations/requirements for each of the categories. There was nothing in the site design manual for conservation easements so he drafted some language for the ACB to review. He incorporated all of the comments from the ACB and submitted to either P&Z or DNEP.

IV. REGULAR BUSINESS BEFORE THE BOARD

a. Review of Minutes of Other Environmental Boards

The minutes of other Boards were distributed to the members via email.

b. City Legislative Update

Mr. Savidge reported that the only legislation of interest to the Board is the Forest Conservation Act that is being proposed by Alderman Littman. Mr. Savidge agreed to draft some comments for the ACB to review.

V. NEW BUSINESS

a. Officer Elections

The ACB deferred the Officer Elections to the March 12, 2015 meeting.

b. Annual Report

Chair Jennings noted that Mr. Savidge has prepared a draft Annual Report for the 2014 for the ACB to review. Members were encouraged to review the report and submit comments to him. The report is due on January 15, 2015.

c. **Kingsport Variance Request**

Mr. Savidge reported that the property management company contacted the City and hopes to add some recreational amenities to the large easement at the site. He described the location of the easement. They would like to add a dog park run, basketball court, horse shoe pit, and botch ball. He noted that the easement language prohibits excavation, construction of any kind and paving. He encouraged them to seek approval from the Board on the construction. Mr. Savidge agreed to provide a copy of the deed to the ACB; get an update from P&Z and their thoughts on the critical area approval; and send out some options for consideration. The interest is to look other locations for these facilities on the site.

d. **Crystal Springs Board Comments**

Chair Jennings explained that the City is accepting comments on the Crystal Springs project and it was suggested that if the ACB had any additional comments, now would be the time to submit them. She did not have any new comments but wanted to know if the City had considered the comments sent previously if not then those comments could be re-sent. Mr. Savidge gave a brief summary of the current status of the project. **Chair** Jennings agreed to draft some comments for the ACB to review and to reach out to the AEC regarding their comments.

e. **City/County Greenway System**

Ms. Hosmer discussed Ms. Butler's effort to get the City to work with the County on greenway system. **Chair** Jennings noted that it was the goal of the ACB to work with the City to develop a greenway system for the City. The ACB would like to have a plan to review and if the County has a plan that includes the City then maybe that could be used as a starting point. Ms. Hosmer agreed to follow up with Ms. Butler requesting to participate in the briefing if it occurs.

VI. **ADJOURNMENT**

With there being no further business, Mr. Lippert moved to adjourn the meeting at 7:30pm.

Chair Jennings seconded the motion. The motion passed unanimously in a vote 4-0.

The next meeting is scheduled for March 12, 2015 at 5:30pm at Pip Moyer Recreation Center.

Tami Hook, Recorder